

# **ALABAMA STATE BOARD OF REGISTRATION FOR INTERIOR DESIGN**

## **CHAPTER 485-X-6 CONTINUING EDUCATION**

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#### **485-X-6-.01 Continuing Education Rationale.**

(1) Code of Alabama Chapter 34-15B-5(10) establishes the requirement of continuing education for renewal of certificates and seals and authorization.

(2) Continuing education is the process through which registrants acquire new knowledge and skills in relation to their work and is intended to supplement what has already been obtained in prior training and practice.

**Author:** Alabama State Board of Registration for Interior Design

**Statutory Authority:** Code of Ala. 1975, §34-15B-5(10)

**History: New Rule:** filed

#### **485-X-6-.02 Definitions.**

AIA CES - American Institute of Architects Continuing Education System. Provides AIA certified courses for use by registered architects seeking continuing education requirements containing HSW content.

CEU – Continuing Education Unit – measurement of contact hours and credit assigned to an approved course. One CEU equals a minimum of fifty (50) minutes of actual instruction time. Credit shall not be awarded for introductory remarks, meals, breaks, or business/administration matters related to courses of study. Example: A course worth 5 CEU's lasts 5 contact hours, with 50 minutes of instruction time for each hour.

HSW – Acronym used to signify that a program's content involves information about Health, Safety & Welfare of the public.

IDCEC – Consortium of ASID (American Society of Interior Designers), IDC (Interior Designers of Canada), IIDA (International Interior Design Association), IDEC (Interior Design Educators Council) and NKBA (National Kitchen and Bath Association). These organizations mutually set policy for quality continuing education within interior design. The stated purpose of IDCEC is to promote life-long learning for the interior designer; to serve as a central clearinghouse for the sharing of CEU information, approval, and registration; and to provide strategic planning for CEU programming and activity.

IDCEC Subject Code Index - A method of assigning CEU course numbers by subject matter. The nine major subject classifications are as follows:

1. Theory & Creativity
2. Interior Design
3. Interior Design Education
4. Design Specialties
5. Technical Knowledge
6. Codes & Standards
7. Communication Skills
8. Business & Professional Practice
9. History & Culture

NCIDQ – National Council for Interior Design Qualification – The official clearinghouse for all professional interior design organizations that offer CEU's. NCIDQ records course credits, issues written confirmation for each course a person attends and submits quarterly reports to professional associations on the CEU activity of their members. The CEU registry function is a separate entity from the exam and certification function.

**Author:** Alabama State Board of Registration for Interior Design

**Statutory Authority:** Code of Ala. 1975, §34-15B-5(10)

**History: New Rule:** filed

#### **485-X-6-.03 Continuing Education Compliance.**

(1) As a prerequisite to granting certificate renewals, each interior designer and registered interior designer shall be required to complete continuing education requirements relevant to technical and professional interior design subjects pertinent to the Health, Safety, and Welfare (HSW) of the public.

(2) The reporting period for continuing education requirements shall begin October 1 and end September 30 for each and every renewal period.

(3) It is the responsibility of each registrant to submit appropriate documentation and proof of participation for continuing education credits (i.e. certificates of completion, NCIDQ transcripts, etc.)

(4) Any continuing education activity must be relevant to interior design and acceptable by the board. The board has the authority to audit and/or monitor programs given by any provider of programs submitted for continuing education credit.

(a) The following organizations sponsor many structured and on-line courses that will qualify for HSW approval by the board (please note that not all courses provided by these organizations will qualify):

ASID - American Society of Interior Designers  
IDCEC - Interior Design Educators Council  
IIDA – International Interior Design Association  
NCIDQ - National Council for Interior Design Qualification  
NKBA – National Kitchen and Bath Association  
AIA – American Institute for Architects  
CSI – Construction Specifiers Institute

(b) Refer to the IDCEC Subject Code Index for guidance on HSW course classifications. The following IDCEC subject codes do **NOT** meet HSW standards:

8.2 Design Practice Management  
8.5 Personal and Professional Development

(6) The board may reject any credit applied for continuing education by a registrant if that registrant has failed to demonstrate how the continuing education experience meets the requirements of this chapter, or falsified any information provided to the board regarding the continuing education credit sought. The board may conduct random audits to insure compliance with CEU requirements.

(7) Making any fraudulent or untrue statement to the board in regard to continuing education credits is a violation of the law and will be cause for disciplinary action under Alabama's Administrative Procedures Act.

**Author:** Alabama State Board of Registration for Interior Design

**Statutory Authority:** Code of Ala. 1975, §34-15B-5(10)

**History: New Rule:** filed

#### **485-X-6-.04 Continuing Education Requirements.**

(1) Continuing education requirements for registration renewal for interior designers are 8 hours per reporting period. A minimum of four (4) hours should be Board approved structured course study per reporting period and a maximum of four (4) hours in Board approved self-directed or independent study per reporting period.

(2) Continuing education requirements for registration renewal for registered interior designers with seal and authorization is 10 hours per reporting period. A minimum of six (6) hours should be board-approved structured course study per reporting period and a maximum of four (4) hours in board-approved self-directed or independent study per reporting period.

(3) The study of topics related to Codes and Standards shall be used to satisfy the requirements for at least one (1) hour per reporting period.

**Author:** Alabama State Board of Registration for Interior Design

**Statutory Authority:** Code of Ala. 1975, §34-15B-5(10)

**History: New Rule:** filed

#### **485-X-6-.05 Structured Course Study.**

(1) Proof of completion or transcripts with course information provided by the presenter or institution must be submitted for all structured CEU courses.

(2) A structured course is a board-approved course that is awarded continuing education credits, offered **in a classroom setting**, and is presented by qualified professional individuals. Delivery methods may include lecture, multi-media, panel discussions, application of skill, or instructional tours such as the following:

(a) Attending professional or technical CEU presentations at professional association meetings (i.e. ASID, IIDA, NKBA, AIA, CSI), conventions, or conferences.

(b) Attending in-house CEU programs sponsored by corporations or other organizations related to the profession of interior design.

(c) Successfully completing seminars, tutorials, or short courses related to the interior design profession.

**Author:** Alabama State Board of Registration for Interior Design

**Statutory Authority:** Code of Ala. 1975, §34-15B-5(10)

**History:** New Rule: filed

#### **485-X-6-.06 Self-Directed or Independent Study.**

(1) Proof of participation, proof of completion, and a brief description of the activity as it relates to HSW issues must be included with the Continuing Education Report Form.

(2) Self-directed activities may include:

(a) Successfully completing interior design-related HSW courses offered on-line, by correspondence courses, by televised courses, or by videotaped courses.

(b) Gaining certification through examination from design-related organizations such as LEED, Construction Specifiers Institute (CSI), etc. will earn 4 self - directed hours per reporting period for each certification. Annual renewals will not be accepted. Subsequent advanced or specialized certifications requiring additional examinations will be accepted. **NOTE:** The NCIDQ examination (or any future examination approved by the Board which is required for registration) is NOT accepted for CEU credits.

(c) Making professional or technical HSW CEU presentations at **public** professional association (i.e. ASID, IIDA, AIA, CSI, etc.) meetings, conventions, or conferences will earn 4 self - directed hours per reporting period for all presentations combined. In-house presentations are not accepted. Proof of instruction shall be provided.

(d) Actively participating in an Alabama Chapter of an interior design practice-related society or organization as an elected officer or elected director will earn 2 self - directed hours for all activities combined per reporting period. Examples of these organizations would be the Alabama Chapter of ASID (American Society of Interior Designers) and the Alabama Chapter of IIDA (International Interior Design Association).

(e) Publishing professional journal research articles, research papers, or books on HSW issues or topics will earn 4 self - directed hours per reporting period for all published items combined. Proof of publication and the date is required.

**Author:** Alabama State Board of Registration for Interior Design

**Statutory Authority:** Code of Ala. 1975, §34-15B-5(10)

**History:** **New Rule:** filed

#### **485-X-6-.07 Failure to Comply with Continuing Education Requirements.**

Failure by a registrant to comply with continuing education requirements by September 30 of the renewal year shall result in the individual's

certificate becoming invalid. The registrant shall forfeit the right to practice interior design as defined in Code of Alabama Chapter 34-15B -3(3), and shall not use any of the titles or terms restricted by this act. **Only upon successful completion of ALL continuing education requirements, and the payment of all fees and fines, may a certificate be renewed.**

**Author:** Alabama State Board of Registration for Interior Design

**Statutory Authority:** Code of Ala. 1975, §34-15B-5(10)

**History: New Rule:** filed

**485-X-6-.08 Exemptions.**

(1) First-time registrants are exempt from continuing education requirements until the reporting period following their first renewal date.

(2) Registrants under board-approved inactive status are exempt from continuing education requirements during their inactive period.

**Author:** Alabama State Board of Registration for Interior Design

**Statutory Authority:** Code of Ala. 1975, §34-15B-5(10)

**History: New Rule:** filed